



APPLICATION FORM FOR CPD COURSE ACCREDITATION

Notes:

- Prior to conducting *Category I CPD activity*, a service provider should apply for the course/training accreditation.
- Training should not be conducted until the course accreditation process is completed and a certificate of accreditation issued to the applicant.
- This application form should be filled for each course that an applicant intends to offer.
- Duly completed application forms should be sent to Registrar/CEO Engineers Board of Kenya through info@ebk.go.ke and a hard copy delivered to the Board's offices at Fortis Suites, 9th Floor – Hospital Road, Off Ngong Road, Nairobi Kenya.

1. Course information

Training Course Title:	
Start Date:	End Date:
Start time:	End time:
Venue / Location:	
Fee (s) to be charged to the delegates (KES) including all the necessary details, e.g., among others, VAT inclusion & costs of accommodation:	
Number of hours (excluding break times):	
Registered name & physical address of the CPD provider:	
List of course facilitator (s):	
Organizer Contact Name:	Contact E-mail:
Contact number:	

2. An overview of the proposed training course, learning objectives, teaching, learning and assessment methodology

An overview of the training course:

Learning Objectives (The learning objectives should reflect measurable learning content and be relevant to the target audience).

Teaching and learning methods that shall be used. (e.g., lectures / smallgroup work / role-play / observation of procedural skills / discussion).

Proposed Programme (Attach as a separate copy)

Evaluation Methods

ENGINEERS BOARD OF KENYA
Enhancing Professionalism

3. Target Group

Please specify the audience for whom the training is meant for (Describe in full details)

4. Course Facilitators

Please provide the facilitators details that must include: -

- Facilitators' CV
- Certified copies of facilitators' certificates
- Proof of good standing with relevant professional bodies for individual facilitators

Note: The above details are to be attached as separate copies

*This application form must be completed and signed by the **training/course organizer (s)** or **CPD service provider (s)***

Full Name	Signature of Course organizer	Date
1.		
2.		
3.		